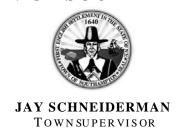
CP-254 (2-2016)

TOWN OF SOUTHAMPTON

Department of Land Management Environment Division 116 HAMPTON ROAD SOUTHAMPTON, NY 11968

Phone: (631) 287-5710 **Fax:** (631) 287-5706



KYLE P. COLLINS, AICP
TOWN PLANNING AND
DEVELOPMENT ADMINISTRATOR

MARTIN SHEA

CHIEF ENVIRONMENTAL ANALYST

LOT INSPECTION APPLICATION/ APPLICATION FOR LETTER OF NON-JURISDICTION PURSUANT TO CHAPTER 325 (Wetlands) January 1, 2016

PLEASE SUBMIT:
☐ One (1) copy of the application
One (1) certified recorded copy of the deed
☐ Two (2) copies of the survey/site plan/sketch
Application Fee of \$250.00
 If you are paying by check, please make it payable to the Town of Southampton. ** All correspondence will be mailed to the applicant if not otherwise noted. ***Applications will not be deemed complete and reviewed without submission of a legal certified deed
Applicant:
Mailing Address:
Applicant's Email Address:
Telephone Number:
Owner:
Mailing Address:
Property Location:
Telephone Number:
Is There A Gate/Other Security Features:
If The Answer Above Is Yes, Please Provide Contact Info. For Access:

Description of Proposal:
Dimensions of Project:
Setbacks of Project from Property Lines
Has the Environment Division or Conservation Board Office conducted a lot inspection for the subject property before?
Yes No
Authorization: I am the (landowner, agent, attorney and/or other representative for the applicant) for the project. I hereby authorize the Conservation Board to enter onto the subject parcel for purposes of inspecting the property and processing a wetlands application under Chapter 325 of the Southampton Town Code.
Name (Print or type)
Signature
LOT INSPECTION CHECK LIST
Up-to-Date Guaranteed Survey Showing: All existing clearing and filling and proposed improvements. Septic System and well site location (existing and proposed). Existing easements, reserved or restricted areas. Building Envelopes Suffolk County Tax Map Number Wetlands boundaries, unless to be flagged by Town Environment Division Current House Number

OWNER'S ENDORSEMENT (TO BE SIGNED IF APPLICANT IS NOT THE OWNER)

STATE OF NEW YORK)
) ss.: COUNTY OF SUFFOLK)
, being duly sworn,
deposes and says:
reside at
n the County ofand the State of _, and I am the (owner in fee) (officer of the
Corporation which is the owner in fee) of the premises described in the oregoing and that I have authorized
to make the
oregoing application as described herein.
Signature
Signature
orginaturo
f Corporation, name of Corporation
Officer's Title
Sworn to before me this day of , 200
Notary Public

IMPORTANT MESSAGE REGARDING HOUSE NUMBERS

As of March 31, 1994, Chapter 286 of the Southampton Town Code requires that all Town residents display house numbers so that they are clearly visible from the street. The law requires that you use only the number assigned by the Town. No other number should be displayed and no inspections will be done by the Building Division at properties without a house number. If you have a different number for postal delivery, please file a change of address form with your post office immediately. If your tax bill does not list a street number, or if you have a question regarding the law or number assigned to you, please telephone Pat Raymond at the Assessor's Office, 283-6000, ext. 274.

The following is a description of the manner of display, style and size of the required house numbers:

A. Manner of Display

- (1) **During the construction period**. The owner of a land parcel for which a building permit has been issued shall have the street address displayed on a sign or a post located at the front of the property. In the case of a flag lot, the number shall be displayed at the street entrance of the flag lot.
- (2) **Existing and newly completed structures**. The owner of an existing building or newly completed building shall have the street address number displayed by permanently affixing it to the front of the building, or painting numerals, letter or script, on the front of the building. If a building is not close enough to the street, or is not readily visible from the street, the street address number shall be permanently affixed to a sign, post or mailbox located at the front of the parcel or lot where the building is situate.

B. Style and Size of Numbers

(1) The numerals, letter or script used to display the street address number of the building shall be painted on a plaque to be affixed to the front of the building or on the front of the building itself, or made of metal or other durable material. The numerals, letters or script shall be at least three (3) inches in height. All street address numbers shall be displayed so as to be easily seen from the street by both pedestrians and drivers of vehicles.

The proper posting of your house number will assist the Building Division during the inspection process and ensure prompt and timely inspections.

Town of Southampton

Open Government Disclosure Form

(Zoning Board of Appeals, Planning Board, Conservation Board)

STATE OF	F NEW Y	ORK }								
		} ss:								
COUNTY O	F SUFFO	LK }								
Print N	lame	being du	lly sworn, deposes and says:							
application and swear and South or intention	n before to the t ampton nally fail	the Southampton ruth herein. I am aware th Town Code Chapter 23 and to make all disclosures her	Board. I ma at this affidavit is required by d that I shall be guilty of a mis ein. I am also aware that I m	is the subject of a pending ke this affidavit under penalty General Municipal Law §809 sdemeanor should I knowingly hay be subject to the penalties of fail to make all disclosures						
1.	The project name is:									
2.	I reside at									
3.	The of	ficers of the applicant corpo	oration/owner corporation are	as follows:						
	Pres.		Sec							
	Vice P	res	Treas							
4.		Do any of the following individuals have an interest in the applicant or owner (as defined on page 10, note "A")?								
	1. 2.	Any official of New York S Any elected or appointed of Southampton Town or	official or employee	Yes No						
				Code Chapter 23 require that advidual(s) in the applicant or						
<u>Name</u>		Residence		Nature of Interest						

5. During the 24 months before the filing of this application, have any of the following individuals made campaign contributions exceeding \$500 in total, in cash or in kind, to the campaign for public office of any Town officer or employee, to any individual campaign committee, or to any political party committee designated to accept donations on such Town official's or employee's behalf as a candidate for public office?

Lot Inspection/Letter of Non-Jurisdiction Application Page 6 of 6

	1. 2. 3. 4. 5.	Owner Applicant Agent for owner of Attorney Other	or applicant		Yes	No 	
If the questi below:	on to Q	uestion 5 is yes,	Town Code Chapt	er 23 requires tha	t the infor	mation be	provided
Name/Addre	ess —	Amount/E	<u>Date</u>	Name of Cam	ıpaign Coı	<u>mmittee</u>	
individua an amoi	als emp unt of \$	loyed any Town o 500 or more? Sai	officer or employee id compensation m	of this application or a relative there ay be directly mad officer or employed	eof involvi de, or indi	ng compe rectly mad	nsation in
	1. 2. 3. 4. 5.	Owner Applicant Agent for owner o Attorney Other	or applicant		Yes	No	
If the answe below:	r to Que	estion 6 is yes, Tov	wn Code Chapter 2	23 requires that the	informati	on be prov	rided
Sworn to be This of	day	_	S	ignature			
Notary Publi	ic						